

**Town of Mansfield
Personnel Committee
September 28, 2009
Audrey Beck Municipal Building, Conference Room C**

Members Present: Deputy Mayor Gregg Haddad, Councilor Chris Paulhus, Councilor Helen Koehn

Staff Present: Maria Capriola, Asst. to Town Manager, Matt Hart, Town Manager

I. CALL TO ORDER

The meeting came to order at 6:37p.m.

II. MINUTES of 9/9/09

Mr. Paulhus made a motion to approve the minutes of 9/9/09 as presented. Paulhus and Haddad voted in favor of the minutes, with Koehn abstaining.

III. COMP TIME PRACTICES

Ms. Koehn requested that comp time practices be moved to agenda item #3 and Committee members supported the request. Ms. Koehn expressed an interest in and made a motion to have outside labor counsel rewrite the personnel rules for nonunion employees. Mr. Paulhus seconded the motion for discussion. Mr. Haddad stated that he envisioned the revision process (to the personnel rules) to include a review (after staff conducts initial draft) conducted by the Town's labor counsel, Shipman and Goodwin, as well as an opportunity for affected employees to comment on the draft revisions. Ms. Koehn stated that she would like to have a labor attorney or firm that does not represent management, but one that represents individuals or labor conduct the review and rewrite of the personnel rules. She also expressed an interest in having outside counsel conduct research regarding best practices in the HR field; the firm could present to the Committee, then to the Council. The Committee agreed to table this item for further discussion at a future meeting.

Upon the request of Mr. Haddad, staff reviewed the proposed adjustment to the annual forfeiture of comp time for salaried employees.

IV. OPEN AND TRANSPARENT GOVERNMENT POLICY

Committee members agreed to discuss the proposed policy at the next meeting of the Personnel Committee and asked staff to comment on the draft.

V. ADJOURNMENT

Committee members asked staff to research the feasibility of switching the next meeting of the Personnel Committee from October 29th to October 22nd. The meeting concluded at 7:15 p.m.

Respectfully Submitted,
Maria Capriola
Assistant to Town Manager